

# Town of Fairfax



12 Buck Hollow Road  
Fairfax, VT 05454  
(802) 849-6111

## Fairfax Board and Commission Information

### ***Development Review Board:***

- Meets twice a month on the second and fourth Tuesday at 7Pm at the Town Offices.
- Reviews and processes development applications for subdivision, conditional uses, and site plans. Also hears appeals and variances from time to time.
- Requires reviewing development plans, reading applications, and reviewing regulations for guidance. Materials provided the week prior to the meeting.
- Meetings can be one to two hours long.
- Staff person to contact: Amber Soter, Zoning Administrator, at [zoning@fairfax-vt.gov](mailto:zoning@fairfax-vt.gov)

### ***Planning Commission:***

- Meets twice a month on the first and third Tuesday at 7Pm at the Town Offices.
- Develops and implements the Town Plan to guide land use and development for the community. Revises development regulations to ensure types and location of land uses meets the community's goals. Works to implement gateway enhancements to Town.
- Meetings can be one to two hours long.
- Staff person to contact: Amber Soter, Zoning Administrator, at [zoning@fairfax-vt.gov](mailto:zoning@fairfax-vt.gov)

### ***Selectboard:***

- Meets twice a month on the first and third Monday at 7PM at the Town Offices.
- Creates and implements policy and ordinance governing the operation of the municipality. Oversees the development and execution of the Town's budget.
- Meetings can be one to two hours long.
- Staff person to contact: Sarah Hadd, Town Manager, at [townmanager@fairfax-vt.gov](mailto:townmanager@fairfax-vt.gov)

### ***Cemetery Commission:***

- Meets as needed usually once a quarter at a cemetery on a weekend day.
- Identifies needs for Town cemeteries, assesses conditions, and occasionally performs maintenance.
- Meetings can be one hour to a half-day workday.
- Cemetery Commissioner contact: Sally Sweet at [swsweet44@yahoo.com](mailto:swsweet44@yahoo.com)